# REQUEST FOR INFORMATION
## 7-I

This is a Request for Information (RFI) issued by the Indiana Department of Administration (IDOA) on behalf of the Indiana Department of Correction (IDOC). This request solicits responses from database application developer services and other interested parties who wish to provide information for the development of the current IDOC applications. There will not be a contract resulting directly from this RFI; however, respondents to this RFI will be placed on the list of potential respondents and will receive a copy of any Request for Proposal (RFP) that may arise from this RFI.

## BACKGROUND

IDOC recognizes the need to reengineer the current systems to provide additional functionality and reporting capability for internal and external sources. As a result, IDOC is seeking creative solutions to the reengineering of the current systems with additional functionality to meet the needs of the Agency.

IDOC currently has legacy systems which are character-based applications located on an OS390 mainframe computer. The connectivity infrastructure to this host computer is constructed from a series of routers, controllers, phone lines and modems managed by IOT (Indiana Office of Technology). IDOC also has Oracle systems which are web-based. All facilities are on a 24-hour by 7 day per week schedule. Normally the frequency/volume to access data will be much grater during regular business hours (7:00 a.m. to 5:00 p.m.)

## OBJECTIVE

An open state of the art system which will allow for tracking and case management of all offenders from the time of court involvement through incarceration and parole until discharged from DOC. The system must be flexible enough to adapt to changing laws and practices. The system must also provide routine reporting as well as ad-hoc reports.

Tracking of the offenders is a critical function; however, the Department also needs to manage the offenders and programs and to provide various requesting entities (media, legislature, other state agencies, etc.) with accurate information (both current and historical).

The new system will allow DOC to easily identify the best location for an offender based on both security and program needs. In addition, the system will allow DOC to conduct outcome studies to evaluate program effectiveness.

The system for the Adult offenders must include at a minimum the following:

        Audit Information
        Case Management

Central Movement
Classification
Conduct
Facility Accountability – Population Count & Temporary Movement Assignments
Legal Services
Movement Assignments
Facility Receiving
House/Bed Tracking
Job Tracking
Medical Records
Offender Grievance
Offender Historical Data
Offender Monitoring
Offender Receiving – Original Intake
Offender Release
Parole Case Management
Sentencing
System Security
Security Threat Group
Victim Witness
Visitor Confirmation

The system for the Juvenile offenders must include at a minimum the following:

Audit Information
Affiliate/Visitor Tracking
Building/Wing/Bed Tracking
Classification
Commitment Information
Conduct
County Maintenance
Facility Accountability – Population Count & Temporary Movement Assignments
Facility Releasing
Job Tracking
Juvenile Historical Data
Legal Services
Location Assignment
Offender Grievance
Parole Case Management
Personal Data Collection
Programs
Security Threat Group
Sentencing
System Security
Victim Notification
Visitation

The current Offender Trust Fund system, a small banking system used to manage offender funds, is not integrated with any other departmental system.  At a minimum, the following functions need to be integrated with the new system:

> Account Maintenance
> Account Transaction Posting
> Account Work Release Paycheck Posting

The development methodology and architecture must comply with all state IT standards, policies and guidelines, which are online at http://iot.in.gov/architecture/.  Specifically, all hardware, software and services provided to or purchased by the state shall be compatible with the principles and goals contained in the electronic and information technology accessibility standards adopted under Section 508 of the Federal Rehabilitation Act of 1973 (29 U.S.C. 794d) and IC 4-13.1-3.

## RESPONSE FORMAT

Responses to this RFI should contain the following information:  Respondent name, address, and fax number; primary contact name, title, telephone number, and e-mail address, a secondary contact with the same information as primary contact and the vendor's recommended solution.

At a minimum, three customer references on accounts similar in size and scope; reference information should include company name, company address, contact person, telephone number, and basic information regarding the project.

Approximate costs to the State as well as costs to the customer for the solutions presented.  Any additional information your organization considers relevant to IDOC's evaluation of your response and your company.

The project management and development methodology and architecture must be presented.  This includes an affirmation that the methodology and architecture adheres to all state IT standards, policies and guidelines.

## QUESTIONS

Any questions regarding this RFI must be submitted to the IDOA Procurement Division. Questions may also be submitted by fax at (317) 234-1281 or by e-mail to rfp@idoa.in.gov no later than **3 p.m. Eastern Standard Time** on **April 10, 2007**. Responses to all questions will be promptly prepared through a cooperative effort of IDOA and IDOC. A copy of each question and answer will be posted to the State of Indiana website (http://www.state.in.us/idoa/proc).

**RESPONSES**

Vendors interested in providing information to the State should submit **an original and five (5) copies** of the written response to:

**James Osborne**
**Indiana Department of Administration**
**Procurement Division**
**402 West Washington Street, Room W468**
**Indianapolis, IN 46204**

Responses must be received no later than **3 p.m. Eastern Standard Time on May 4, 2007**. The outside of the package (envelope or box) should be clearly marked:
**"Response to Request for Information (RFI-7-I)**
**IDOC Database Application Developer Services"**

Inquiries are not to be directed to any IDOC staff member.

Responses will be considered public information once a Request for Proposal (RFP) is complete. If an RFP is not undertaken, the responses are considered public once the decision is made.

Please note that James Osborne is the State's single point of contact for this RFI.

Please note that the usual and customary procedures for selecting a vendor (issuance of a RFP) may follow this RFI. The process will be open to all providers irrespective of their participation or non-involvement in this information-gathering process.